



**CITY OF WESTMINSTER
TREE COMMISSION
MEETING SUMMARY**

Wednesday, March 8, 2017 at 4:30 PM

Conference Room, Second Floor, 56 West Main Street

1. Call to Order

Commissioners – Chair Steve Allgeier, Commissioner Cindy May, Richard Wilbur and Tim Bangerd were present.

Staff – Andrew Gray and Eric Schlitzer and Sam Parthree were present

Attendees – Christian Fitzpatrick and Jessica Fitzgerald.

2. Approval of Minutes

- a. Commissioner May made a motion to approve the January 11, 2017 meeting summary. Commissioner Bangerd Seconded. The motion passed.

3. Old Business

There was no old business.

4. New Business

- a. Heritage Tree Trail Sign – Mr. Gray reviewed the staff report that included information on revised wording and the manufacturing timeframe. Commissioner May made a motion to approve the proposed Heritage Tree Trail Sign. Commissioner Bangerd Seconded. The motion passed.
- b. 2017 Arbor Day Celebration - Mr. Gray reviewed the staff report that included information on a proposed date for the Arbor Day Celebration, incorporation of a remembrance ceremony for the late Chair of the Carroll County Forest Conservancy District Board, and picking a tree species to plant. Mr. Schlitzer reviewed two possible locations for the Arbor Day tree plantings. Commissioner Wilbur made a motion to set the date of the Arbor Day Celebration to April 28th

at 10:00 AM with the incorporation of the remembrance celebration. Chair Allgeier seconded. The motion passed.

- c. 2017 Urban and Community Forestry Workshop - Mr. Gray reviewed the staff report that included information on the Westminster Fire Hall. City staff researched and compared three possible locations for the Forestry Workshop (Carroll Community College, McDaniel College and the Westminster Fire Hall). The Commission agreed that holding the event in downtown and utilizing local businesses as caterers, would benefit the City. Commissioner Bangerd made a motion to approve the Westminster Fire Hall for the location of the 2017 Urban and Community Forestry Workshop. Commissioner May Seconded. The motion passed.

Ms. Parthree discussed pricing including student pricing and catering. Ms. Fitzpatrick discussed the draft agenda for the workshop. Chair Allgeier made a motion to allow staff to make the final decisions regarding catering. Commissioner Wilbur Seconded. The motion passed

5. Commissioner Report

- a. None

6. Staff Reports

- a. Mr. Gray informed the Commission that Commissioner Wilt had submitted his resignation.

7. Adjournment

Chair Allgeier made a motion to adjourn. Commissioner May seconded. The motion passed. The meeting adjourned at 5:35 PM.